



Loudoun County, Virginia
Department of Fire, Rescue, and Emergency Management
16600 Courage Court Leesburg, VA 20175
Phone 703-737-8400 Fax 703-777-0235



TRAINING ADVISORY

POSTED: 7/17/2015

COURSE:	Fall 2015 LCFR Firefighter Certification School
DATES:	September 14, 2015, through February 13, 2016
TIME:	Mondays and Wednesdays: 1900-2300 Saturdays: 0800-1700
LOCATION:	LCFR Training Academy
COURSE DESCRIPTION:	This fast paced educational program consists of classroom study, modular practical exercises, and scenarios that prepare the student to carry out safe fire ground functions under the direct supervision of an officer or experienced firefighter. The scenarios are designed to train the student in realistic fire ground operations. This program is time consuming and physically demanding; aspiring students should prepare for a long term commitment. This program includes certifications in NFPA 1001 Firefighter I-II, VDFP Mayday! Firefighter Down, and Loudoun County LPG Emergencies.
PREREQUISITES:	See page #2 for Pre-requisite Information!
CLASS SIZE:	Class is limited to 24 students.
REGISTRATION:	Training Requests are due close of business September 4, 2015 via e-mail to LCFRTRNG@loudoun.gov
LCFR CONTACT INFORMATION:	Lt. Boyd Morris – (703)-771-5491 boyd.morris@loudoun.gov

Department of Fire, Rescue and Emergency Management
Teamwork Integrity Professionalism Service

Firefighter I & II-Fall 2015 Class

Please pay attention to the following prerequisites:

- Minimum of 16 years of age by the first day of class.
- LCFR Volunteer Orientation- This is held periodically and can be obtained through the Volunteer Coordinator, Karen McQuaid, and her staff.
- LCFR Volunteer Physical- Students must successfully complete and be cleared by the NOVA medical group prior to class. If you only received an OSHA level physical, you must complete the NFPA 1582 level physical prior to the beginning of practical evolutions. Contact Volunteer Coordinator Karen McQuaid if you are unsure of your status.
- SCBA Fit Test- Students must possess a current SCBA Fit Test and be issued the appropriate size Scott AV3000HT face piece prior to class.
- Student must be equipped with a complete ensemble of Structural Firefighting Personal Protective Equipment acceptable for use in an IDLH.
- Successfully complete VDFP NFPA 472 Hazardous Materials Operations
- AHA CPR-Healthcare Provider- Students must have and maintain a valid AHA CPR-Healthcare Provider card for Firefighter Certifications. Students shall submit copies of this certification to the Course Coordinator prior to class via email or County departmental mail.
- NIMS ICS 100, 200, and 700- These classes shall be successfully completed on line prior to beginning the Firefighter Certification course. The students should seek assistance from their respective leadership and utilize the link below to access the training site.
<http://www.usfa.dhs.gov/nfa/>
- Rope and Webbing- Students must provide a 20' piece of 3/8" static rope and a 10' piece of 2' tubular webbing for this class. Contact your station leadership for recommendations to purchase these items.

PROCEDURE TO COMPLETE THE LCFR ELECTRONIC TRAINING REQUEST FORM

1. Open the electronic "Training Request Form" located on the Loudoun County Fire, Rescue and Emergency Management website (www.loudoun.gov/fire/) under the Training & EMS Division section. The site may be accessed from any computer with Internet access.
2. Complete all fields (gray boxes) of the Training Request Form under "Course Information" and "Applicant Data." Hitting the "Tab" button upon completion of a field will move you to the next field.
3. Save the document to your computer in a place you will be able to locate it (i.e., "Desktop") using the following format: {COURSE REQUESTED}{space}{YOUR FIRST INITIAL}{YOUR LAST NAME}. For example, if you are applying for Fire Fighter 1 and 2, and your name is John Doe, save as "FF1&2 JDoe and if you are applying for EMT-B and your name is Sally Smith, save as "EMT-B SSmith".
4. Send an email with the completed Training Request form to your Career Battalion Chief, Volunteer Fire/Rescue Chief, or Station Training Officer, depending on your affiliation. **The Career Battalion Chief, Volunteer Fire/Rescue Chief, or Station Training Officer will send the completed and approved Training Request Form to LCFRTRNG@loudoun.gov.**
5. Copies of pre-requisites (i.e., certifications, proof of age, high school diploma, etc.) listed on the Training Announcement (TA) may be either mailed to the Course Coordinator listed on the TA via the county courier or scanned and attached electronically to the email submission of your Training Request Form.
6. Within three full working days of the registration closing date for each training course, the Course Coordinator or designee shall send an email to those who submitted a Training Request Form indicating whether the student is enrolled in the course, placed in a pending status, or denied entrance into the program. If enrolled, the time, date, and location of the first class, will be included. If enrollment was not granted, the email shall provide an explanation for the denial.
7. ALS programs require approval by the ALS Committee and the Operational Medical Director; therefore, students approved for ALS classes will receive email notification within the required time period indicating that their "paperwork" will be submitted to the ALS Committee, and will be notified whether they have been endorsed within three business days after the ALS Committee meeting and approval by the Operational Medical Director.

Chief Officers:

1. Upon review of your member's/employee's Training Request Form email, please forward your student's completed Training Request Form with your endorsement or non-endorsement, to LCFRTRNG@loudoun.gov.
2. You must include in the subject line the name of the applicant and the course they are applying for (i.e., FF1&2 J. Doe or EMT-B S. Smith). Use this format for all correspondence concerning this student.
3. A separate e-mail for each course and applicant must be submitted to LCFRTRNG@loudoun.gov.

Training Requests will only be accepted after the Training Advisory for the class has been posted!

**Any e-mail with multiple requests will be returned
for individual submission**

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